

2016 DATES	EVENT	LINK/DOCUMENT/CONTACT
Present–April 6	Window for ACT to receive ACT-Approved Accommodations Late Consideration Form.	http://www.act.org/content/dam/act/unsecured/documents/ACTApprovedAccomsLateConsiderationRequestHeader.pdf
February 15	Test Administration training videos available online. The ACT: Montana – Training tab.	http://www.act.org/content/act/en/products-and-services/state-and-district-solutions/montana.html
March 8	ACT Plus Writing Test Administration E-grant application emailed to ACT test coordinators & located on OPI website.	http://opi.mt.gov/curriculum/MontCAS/Index.html?gpm=1_8
March 8–March 25	Window to return grant application by fax or regular mail.	Angie Koehler, FAX: 406-444-0743
March 14	Complete an advanced search in TAA of ACT-approved examinees through College and Career Readiness Information System (CCRIS)	CCRIS login page: https://readiness.act.org/ccr/app/home
March 14-17	ACT Test Coordinator receives non-secure shipment(s).	
March 21–April 18	Window to conduct pretest sessions for examinees, train room supervisors/proctors,	
March 25	Deadline to submit reconsideration requests of ACT-approved accommodations in TAA. See TAA User Guide: >	http://www.act.org/content/dam/act/unsecured/documents/Test-Accessibility-and-Accommodations-User-Guide.pdf
March 28–April 8	Window for TC to order Non-College Reportable Accommodations materials online in PearsonAccess next. PAnext site login: https://actonline.act.org/customer/index.action Email sent from ACT once window opens.	http://www.act.org/content/dam/act/unsecured/documents/User_Guide_PA_Next_Ordering_Materials.pdf
April 1	Once accepted, school will receive e-grant award letter by this date.	
April 4-8	Memo with instructions for district to accept e-grant emailed to ACT test coordinator, system test coordinator and administrator.	
April 11–May 31	Window when districts may accept their E-grant award.	
April 11-14	TC receives secure standard time and accommodations shipment(s).	
April 19	ACT Initial Test Date	
April 19-20	Deadlines to submit make-up order for standard time materials in PearsonAccess next.	Will receive an email from ACT prior to initial testing with instructions.
April 19–May 3	Accommodations testing window (ACT-approved & non-college reportable).	Students may test anytime within the two-week accommodations window.
April 20	TC returns all Initial Test Date materials via prescheduled pickup.	
April 25–28	TC receives secure standard time shipment(s) for makeup testing.	
April 25–May 2	Window to conduct pretest sessions for Make-up Test Date.	
May 3	ACT Make-up Test Date	